

LYNDON CITY COUNCIL  
REGULAR MEETING MINUTES OF  
April 3, 2017

The Lyndon City Council met in regular session on Monday, April 3, 2017, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Morrison called the meeting to order.

- a) ROLL CALL: City Clerk called roll of the City Council. Mayor Morrison and members Bill Patterson, Doug Watson, Darin Schmitt, and Darrel Finch present. Ryan Kuhn was absent with notification.

City Staff present: Pat Walsh, City Attorney; Julie Stutzman, City Clerk; David Wilson, Maintenance Supervisor; and Darrel Manning Chief of Police/Zoning Administrator.

Others Present: Rick Enszt, Cooper, Malone and McClain, Tammy Schlingmann, Herald Chronicle.

2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- a) Patterson made the motion to approve the regular meeting minutes of March 20, 2017 as written. Watson seconded, motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Schmitt made the motion to approve the bills as set forth. Watson seconded, motion carried.

4. PUBLIC COMMENTS: Darrel Finch stated the Methodist Church wanted to do a service project to help the City and would like permission from the City Council to paint the shelter house at City Park. He stated they would like to paint the first part of June. After brief discussion with the Maintenance Supervisor, it was consensus of the Council to proceed and let volunteers paint the shelter house.

5. CORRESPONDENCE TO COUNCIL:

- Copy of letter from Bryce Romine with Emergency Management in regards to table top exercise for procedures on hazardous spills on April 15, 2017 at the Lyndon Community Center.
- Kansas Commerce magazine.

6. UNFINISHED BUSINESS:

- a) CALL/RD BOND ISSUANCE SERVICES AGREEMENT: Mr. Enszt discussed the process of calling the notes for the outstanding debt including the temporary note and two loans with KDHE when the project is completed and issuing the bond. He stated there are two components when issuing temporary notes; legal and financial and those same components are needed when issuing the final bond. Mr. Enszt stated issuing the notes and issuing the final bonds are separate processes and under different contracts.

He stated he met with the City Clerk and Donald Jensen (bond counsel) last Wednesday about the project, temporary financing and final bond issuance. Council received a copy of the agreement for Call/RD Bond Issuance that details the fees and tasks associated to call each outstanding debt and finalize the bond for the lump sum fee of \$18,725. Mr. Enszt stated that with the signing of this agreement he will be assisting the City from the beginning to the end of the project in regards to the financial side of obtaining the temporary note and finalizing the bond.

Mayor Morrison asked once the contract is signed, how long does it take to receive the funding for the land purchase and Mr. Enszt stated they prefer 90 days and that end of June and first of July would be a sufficient timeframe. Mr. Enszt confirmed that it was still consensus of the Council that the temporary financing amount of \$530,000 was adequate and stated he would need a letter from the City requesting the funds.

After a brief discussion, Finch made the motion to approve and authorize the Mayor to sign the Call/RD Bond Issuance Services Agreement with Cooper, Malone and McClain for \$18,725.00. Patterson seconded, motion carried.

- b) SAFE ROUTES TO SCHOOL SUPPLEMENTAL: The Council discussed the supplemental agreement for Safe Routes to School from BG Consultants and the City Attorney stated he reviewed it and had no concerns. He stated the project work went two days over and included extra costs. After a brief discussion, Patterson made the motion to approve and authorized the Mayor to sign the Safe Routes Supplemental and to pay 20% of the cost as stated in the agreement. Watson seconded, motion carried.
- c) AMENDMENT #1 TO CITY ENGINEER CONTRACT - BG CONSULTANTS: The City Attorney stated he reviewed the amendment to the contract and had no concerns. He stated the amendment put the amount not to exceed \$10,000 on a contract that Council approved previously and that KDHE wanted the project contracts defined by wastewater system and lagoon system. Schmitt made the motion to approve and authorize the Mayor to sign the amendment to the contract. Finch seconded, motion carried.
- d) KWIKOM TOWER LEASE AGREEMENT: The City Attorney stated he reviewed the contract and noted the changes requested by Council are adequately covered in the contract. Patterson made the motion to approve and authorized the Mayor to sign the water tower lease agreement with Kwikom Communications. Schmitt seconded, motion carried.

## 7. NEW BUSINESS:

- a) FAIR HOUSING MONTH PROCLAMATION: The Council received a copy of the proclamation for approval. Watson made the motion to approve. Finch seconded, motion carried.

- b) ARBOR DAY OBSERVANCE PROCLAMATION: The City Clerk stated the Arbor Day Observance will be Saturday, April 22 and provided the proclamation for approval. Watson made the motion to approve. Finch seconded, motion carried.

8. STAFF REPORTS:

- a) POLICE: Council received a copy of the Officer Activity report.
- b) PLANNING AND ZONING: No report, no meeting was held due to lack of quorum and vacancies. The City Clerk stated they have put out advertisements for the vacant positions on the commission.
- c) PUBLIC WORKS: Council received a copy of the Maintenance Activity report. The Maintenance Supervisor stated he and Scott Culley met with Brian Foster of BG Consultants and toured different pump stations to discuss options for the City's project.

The Maintenance Supervisor and Assistant Supervisor attended the KRWA conference in Wichita last week and attended classes to receive certificate hours.

The Maintenance Supervisor stated last year the City had a new roof and fascia installed on the concession stand at Jones Park, however, would like to get vinyl soffit as well as new doors installed. He stated he requested and received two quotes for the soffit from Kitselman Construction for \$1900 and Poe Construction for \$1200. Watson made the motion to approve the bid from Poe Construction for \$1200. Schmitt seconded, motion carried. It was noted the cost of the project would be funded through Parks Capital Outlay line item in the budget.

The Mayor asked about the leak on 6th street and the Maintenance Supervisor stated they are still trying to locate the source of the leak, which they think is a slip joint issue farther down the line, however, with all of the current rain has had to put off repair.

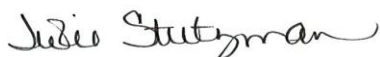
Watson asked if there had been any progress on the request to remove the curb on 8th Street. The Maintenance Supervisor stated he provided the City Clerk with three contractors and they sent a letter to the property owner.

- d) CITY CLERK: The City Clerk stated she continues to work with Rick Enszt and Donald Jensen on the information needed for the temporary financing, lead and copper paperwork with the Maintenance Supervisor as well as normal daily tasks.

9. COUNCIL/MAYOR COMMENTS AND REPORTS: None.

10. EXECUTIVE SESSION: None.

11. ADJOURNMENT: Finch made the motion to adjourn to Monday, April 17, 2017, at 7:00 p.m. for regular meeting. Schmitt seconded, motion carried.



City Clerk